



ATLANTA CITY COUNCIL

CEASAR C. MITCHELL  
COUNCILMEMBER  
POST 1 AT-LARGE

**RECEIVED**  
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**MUNICIPAL CLERK**

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**03-C -0411**

February 26, 2003

**MEMORANDUM**

TO: Council President Cathy Woolard  
Municipal Clerks Office

FROM: Ceasar C. Mitchell *CCM*  
Council Member, Post 1 At-Large

SUBJECT: Appointment to the Atlanta Commission on Women

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It is my great pleasure to appoint Attorney Violet Ricks to serve as a member of the Atlanta Commission on Women. This appointment is for a two (2) year term, scheduled to commence on Monday, March 3, 2003 subject to Council confirmation. A copy of her resume is attached for your perusal.

The leadership, dedication and continued service that Attorney Ricks has given to the City of Atlanta are reflective of the essence and mission of the Commission. I stand firmly behind my decision to appoint Attorney Ricks and believe that she will provide exceptional service to the women of this great city.

**CONFIRMED BY**  
MAR 17 2003  
**COUNCIL**

**Violet Travis Ricks**  
**Attorney at Law**  
**805 Lynn Circle**  
**Atlanta, Georgia 30311**  
**(404) 691-5010 Facsimile: (404) 691-9400**  
**Email: marce2@msn.com**

**EDUCATION** Coe College, Cedar Rapids, Iowa - **Bachelor of Arts**  
DePaul University, College of Law, Chicago, Illinois - **Juris Doctor**

**BAR MEMBERSHIP** Illinois (inactive) and Georgia, admitted to all courts in both states.

**EXPERIENCE**  
**2002 -**

**Municipal Court, City of Atlanta, Pro Hac Vice Judge**  
Cases involving violations of city ordinances and preliminary hearings are heard; supervision of court staff.

**2000 -**

**Atlanta Public School System (2002), Dekalb County School System, Hearing Officer**  
Evidentiary rulings in matters relating to teacher discipline are made as well as researching and writing the legal decision.

**1997 -**

**City Court of Atlanta, Pro Hac Vice Judge**  
Cases involving violations of traffic laws are heard and supervision of court staff.

**1996 - 2001**

**Office of State Administrative Hearings**  
**Special Assistant Administrative Law Judge ("SAALJ")**  
The duties of a SAALJ include but are not limited to hearing cases involving one or more of the approximately 43 state agencies. The SAALJ files notice of hearings; hears cases, makes legal and evidentiary rulings, and issues decisions. Cases heard included Georgia Department of Labor, disciplinary matters within the State Examining Boards, and the Professional Standards Commission. Beginning in the year 2000, cases were heard regarding IDEA for the Department of Education.

**1993 - 2001**

**State Bar of Georgia Diversity Program, Executive Director**  
As the first executive director of the Georgia Diversity Program, my duties included assisting minority attorneys in their efforts to work as outside counsel; setting agenda, preparing minutes, and planning committee meetings; preparing budget and financial matters; fundraising; marketing program to law firms and corporations; program planning and development; continuous monitoring of the membership; maintaining a membership

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(V. T. Ricks, page 2)

directory; writing articles, preparing a quarterly newsletter; planning Continuous Legal Education seminars, workshops, and other related events; speaker for other organizations, focusing on diversity issues; and being an advocate for the program. 1999-2000, Executive Board member of Lawyers For One America, a national organization of attorneys charged with diversity and pro bono initiatives.

#### **Mediator**

General cases are mediated on a contractual basis.

#### **Litigation**

Served as co-counsel for plaintiffs in employment discrimination cases.

1989-1992

#### **Office of the Cook County Public Defender ("CCPD"), Chicago, Illinois, Criminal Appellate Attorney**

As an appellate attorney, my responsibility included determining issues for appeal, legal research, and preparation of briefs for oral arguments; represented indigents at bond hearings.

\*Argued cases before the Illinois Appellate Court.

\*Served on the Recruitment Committee of the CCPD's office.

#### **Real Estate Practice**

Maintained a real estate practice involving representation of sellers and purchasers in the acquisition of residential and commercial properties, representation of management companies with regard to landlord/tenant issues and tenant bankruptcies, drafting of leases for both landlords and tenants.

1982-1989 -

#### **General Practice**

Legal services were provided in the following areas of law - marital dissolution, wills, trust, real estate, commercial paper, guardianship, adoption. Real estate transactions included contract negotiations, bank financing, zoning limitations and variances, residential and commercial property, forcible detainers and building codes.

#### **Administrative Law Judge/Hearing Office**

##### **City of Chicago, Department of Public Works**

Adjudicated cases involving violation of a City Ordinance relating to parking matters.

1980-1982 -

#### **Law Clerk - Illinois Appellate Court - Justice Glenn T. Johnson**

As a law clerk, my legal writing and research skills were utilized in civil and criminal matters; attended oral arguments; analyzed

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RCS# 4558  
3/17/03  
4:09 PM

Atlanta City Council

Regular Session

03-C-0411      Appoint Ms. Violet Travis Ricks to the  
Atlanta Commission on Women; 2 yr. term  
CONFIRM

YEAS: 12  
NAYS: 0  
ABSTENTIONS: 0  
NOT VOTING: 3  
EXCUSED: 0  
ABSENT 1

Y Smith	Y Archibong	Y Moore	Y Mitchell
Y Starnes	NV Fauver	B Martin	Y Norwood
Y Young	Y Shook	Y Maddox	Y Willis
Y Winslow	NV Muller	Y Boazman	NV Woolard

03-C-0411

03-C-0411

(Do Not Write Above This Line)

A Communication by  
Councilmember Cesar C.  
Mitchell:

Appointing Attorney Violet  
Travis Ricks to serve as a  
member of the Atlanta  
Commission on Women. This  
appointment is for a term of  
two (2) years, scheduled to  
begin on the date of Council  
confirmation.

CONFIRMED BY

MAR 17 2003

COUNCIL

First Reading

Committee \_\_\_\_\_  
Date \_\_\_\_\_  
Chair \_\_\_\_\_  
Referred To \_\_\_\_\_

3-1 Committee

Date

*3/3/03*  
Chair *Carol Austin*

Action

☒ Fav, Adv, Hold (see rev. side)

Other

Committee

Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Members

Refer To

Refer To

Committee

Committee

Date

Date

Chair

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Members

Date Referred

*3/3/03*

Referred To:

*Council*

Date Referred

Referred To:

Date Referred

Referred To:

FINAL COUNCIL ACTION

☐ 2nd

☐ 1st & 2nd

☐ 3rd

Readings

☐ Consent

☐ V Vote

☐ RC Vote

CERTIFIED

MAR 17 2003

ATLANTA CITY COUNCIL PRESIDENT

*Robert W. Hubbard*

MAR 17 2003

CERTIFIED

*Rickie L. Burrell*  
MUNICIPAL CLERK

MAYOR'S ACTION